



STATE OF CONNECTICUT • COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187
ELLINGTON, CONNECTICUT 06029-0187

CHARTER REVISION COMMISSION

SPECIAL MEETING MINUTES
NOVEMBER 28, 2005

PRESENT: John O'Shaughnessy, Joe Ryan, Terry Shook and Joe Wehr.

ABSENT: Charlotte Murphy and Thomas Neeson

1. CALL TO ORDER:

MOVED (O'SHAUGHNESSY), SECONDED (RYAN) AND PASSED UNANIMOUSLY TO OPEN THE MEETING OF THE CHARTER REVISION COMMISSION (CRC) AT 7:04 P.M. IN THE TOWN HALL, 55 MAIN STREET, ELLINGTON, CT.

2. CITIZENS FORUM:

For the record, two High School students were in attendance for a Sociology class. They had no comments at this time.

3. APPROVAL OF MINUTES: OCTOBER 24, 2005

MOVED (SHOOK), SECONDED (O'SHAUGHNESSY) AND PASSED UNANIMOUSLY TO APPROVE THE MEETING MINUTES OF OCTOBER 24, 2005.

4. REVIEW INPUT FOR CHANGES TO CHARTER

The CRC reviewed input received from various Town agencies:

CHANGE IN GOVERNMENT: Additional recommendations were received to consider a change in government to include a Town Manager. Mr. Shook and Mr. Neeson will include this information in their review.

SECTION 918. FIRE DEPARTMENT: Request to note the two distinct Fire Departments in the Charter. Mr. O'Shaughnessy will review this request and make a recommendation. There was some discussion regarding establishment of a Department of Public Safety. The CRC agreed to wait for the Volunteer Emergency Services Subcommittee to complete their work regarding implementation of the Emergency Services Study before addressing combining services or forming a Department of Public Safety.

SECTION 808. PUBLIC SAFETY COMMISSION: By consensus, the CRC will include a recommendation in their final report to remove this section from the Charter.

SECTION 922. TOWN PLANNER: Sub-section (a) Suggestion to revise language to include consultation with land use commissions regarding the update of the Town Plan of Conservation and Development; **Sub-section (c)** Suggestion to remove "ordinance" from this section. This request will be forwarded to Ms. Murphy for review.

SECTION 302: Sub-section (f) PLANNING & ZONING COMMISSION: Request to change PZC from an elected commission to an appointed commission. **Sub-section (g) ZONING BOARD OF APPEALS:** Suggestion to reduce membership to 5 members as stipulated in State Statutes 8-5. This request will be forwarded to Ms. Murphy for review.

CONSOLIDATION OF BUILDING MAINTENANCE AND FINANCIAL SERVICES FOR TOWN AND BOARD OF EDUCATION: Mr. Wehr will include this request in his review of Town-wide building maintenance.

SECTION 818. CULTURAL ARTS COMMISSION: Suggestion to consolidate the Cultural Arts Commission into the Park & Recreation Department. The CRC did not see the advantage of combining these two agencies. The CRC will not include this recommendation in their draft report.

ESTABLISH PROCESS FOR DISPOSING OF SURPLUS EQUIPMENT: The CRC suggested the BOF develop a policy to address this item rather than including it in the Charter. The CRC will not include this recommendation in their draft report.

SECTION 1009. EXPENDITURES AND ACCOUNTING: Recommendation to add new sub-section "(j)": *The Board of Selectmen may authorize the creation of a separate fund for any town purpose to receive money from other than taxes to be expended and used for specific purposes to be defined by the resolution authorizing the fund. The fund shall be maintained and accounted for by the Finance Officer as a separate fund although the assets of the fund may be commingled with the general fund.* The CRC will include this recommendation in their draft report.

SECTION 504. GENERAL POWERS AND DUTIES OF THE BOS: Recommendation to insert and add new 2nd sentence: *"The Board of Selectmen shall determine and set all policies of the operation of the Town not specifically granted to another Board or Commission by statute or this charter and shall develop and shall annually review and modify as needed, goals to be accomplished over the next five (5) years."* The CRC will include this recommendation in their draft report.

SECTION 802. APPOINTMENT AND ELIGIBILITY OF APPOINTED BOARDS AND COMMISSIONS: Recommendation to add *"Non-resident, full or part-time employees of the Town or any agency of the Town or any consultant to the Town may serve on any Temporary Board or Committee of the Town."* The purpose of the clause will permit teachers, police and others to serve on Ad Hoc Committees. The CRC will consider this recommendation at a future meeting.

PERSONNEL APPEALS BOARD: Mr. O'Shaughnessy researched the request to establish this board. He noted that the appeals process is articulated in the Employee's Personnel Rules and Regulations in addition to the Union Contracts and did not see the need to include it in the Charter. The CRC will not include this recommendation in their draft report.

5. DISCUSS TIMELINE AND SCHEDULE

Chairman Wehr has a conflict with meeting on the fourth Monday of each month and asked the members for their availability for an alternate day. It was determined that the members present would be available on the third or fourth Tuesday of the month. Chairman Wehr will poll the absent members and notify everyone of the new day.

6. SCHEDULE FIRST PUBLIC HEARING DATE

MOVED (SHOOK), SECONDED (O'SHAUGHNESSY) AND PASSED UNANIMOUSLY TO SCHEDULE THE FIRST PUBLIC HEARING DATE FOR JANUARY 24, 2006.

7. APPROVE 2006 MEETING SCHEDULE

MOVED (SHOOK), SECONDED (RYAN) AND PASSED UNANIMOUSLY TO SET THE 2006 MEETING SCHEDULE FOR EITHER THE THIRD OR FOURTH TUESDAY OF THE MONTH AS DETERMINED BY THE CHAIRMAN.

8. ADJOURNMENT

MOVED (O'SHAUGHNESSY), SECONDED (SHOOK) AND PASSED UNANIMOUSLY TO ADJOURN THIS MEETING AT 8:55 PM.

Respectfully submitted,



Marie Sauve
Recording Secretary